

**Ector County Independent School District  
Odessa, Texas**

**Memorandum**

**TO:** Board of Trustees  
**FROM:** H.T. Sanchez, Ed.D., Superintendent of Schools Interim  
**SUBJECT: REQUEST FOR APPROVAL OF LETTER OF AGREEMENT BETWEEN  
JAN C. JACOB, ED.D. AND ECISD**  
**DATE:** June 18, 2013

---

Presented for your consideration is the Letter of Agreement between consultant, Jan C. Jacob, Ed.D. and Ector County ISD. Ms. Jacob agrees to facilitate (4) days of Curriculum Audit Training in July and September 2013.

\*\*\*\*\*

This is submitted on this day for your approval.

\*\*\*\*\*

Respectfully submitted,

**H.T. Sanchez, Ed.D.**  
Superintendent of Schools Interim

**Carolyn Gonzalez**  
Assistant Superintendent  
for Curriculum